

## NOTICE OF MEETING

### NPDES TECHNICAL ADVISORY COMMITTEE

November 12, 2010

**TUESDAY, NOVEMBER 16, 2010**

**9:40 AM Optional Brief Tour of Serramonte Library's Rain Gardens**

**10:00 AM to NOON: Regular TAC Meeting**

**DALY CITY – SERRAMONTE LIBRARY**

**40 Wembley Drive – Daly City (See location map on back)**

Web Site: [www.flowstobay.org](http://www.flowstobay.org)

## AGENDA

1. INTRODUCTIONS, ANNOUNCEMENTS, MINUTES APPROVAL, AGENDA REVISIONS – MATT FABRY
2. **ACTION ITEMS** – APPROVE BASMAA's SUBMITTAL OF FOLLOWING ON BEHALF OF COPERMITTEES:
  - A. SPECIAL PROJECTS AND MODEL BIOTREATMENT SOIL SPECIFICATIONS MATERIALS AS REQUIRED BY PERMIT PROVISIONS C.3.e.ii and C.3.c.iii.(3)
  - B. STORM DRAIN PUMP STATION DIVERSION FINAL TIME SCHEDULE AS REQUIRED BY PERMIT PROVISIONS C.11.f.iii(1) and C.12.f.iii.(1) [draft version was submitted previously with Annual Report]
3. PRESENTATIONS
  - A. UPDATE ON UNFUNDED MANDATES TEST CLAIM– MATT/EVERYONE
  - B. REVIEW STATE WATER BOARD'S DECISION NOT TO RAISE FEES – MATT/EVERYONE
  - C. DISCUSS STATE WATER BOARD'S PROPOSED TRASH POLICY; DRAFT POLICY FOR TOXICITY ASSESSMENT AND CONTROL; AND GUIDANCE FOR ASSESSING THE EFFECTIVENESS OF MUNICIPAL STORM WATER PROGRAMS AND PERMITS– FRED/EVERYONE
  - D. VEHICLE LICENSE FEE MEASURE M AND PROPOSITION 26 APPROVALS – MATT/EVERYONE
  - E. UPDATE ON BASMAA – MATT/EVERYONE
  - F. OBTAIN INFORMATION ON CITIES PARTICIPATION IN ABAG'S TRASH GRANT – FRED/EVERYONE
4. SUBCOMMITTEE REPORTS
  - A. PUBLIC INFORMATION/PARTICIPATION – MIKE MCELLIGOTT, City of Foster City
  - B. COMMERCIAL/INDUSTRIAL AND ILLICIT DISCHARGE – WARD DONNELLY, City of Daly City
  - C. NEW DEVELOPMENT – MATT FABRY, City of Brisbane
  - D. MUNICIPAL GOVERNMENT MAINTENANCE ACTIVITIES
    - i. TRASH WORK GROUP AND PROGRESS WITH DEMONSTRATION PROJECT – KILEY KINNON, City of Burlingame
    - ii. PARKS MAINTENANCE AND INTEGRATED PEST MANAGEMENT WORK GROUP – VERN BESSEY, City of San Mateo
  - E. WATERSHED ASSESSMENT AND MONITORING – DERMOT CASEY, County Environmental Health
5. PUBLIC COMMENTS
6. ANNOUNCEMENTS – MRP & STORMWATER ORIENTATION TRAINING ON JAN. 25
7. NEXT MEETING – January 18 if we agree to cancel December meeting

#### **FUTURE MEETINGS:**

JAN 18 @ \_\_\_\_\_  
FEB 15 @ \_\_\_\_\_  
MARCH 15 @ \_\_\_\_\_

Post by 5:00 P.M., Wednesday, November 10, 2010

**NOTE: Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Matthew Fabry at (415) 508-2134, five working days prior to the meeting date.**

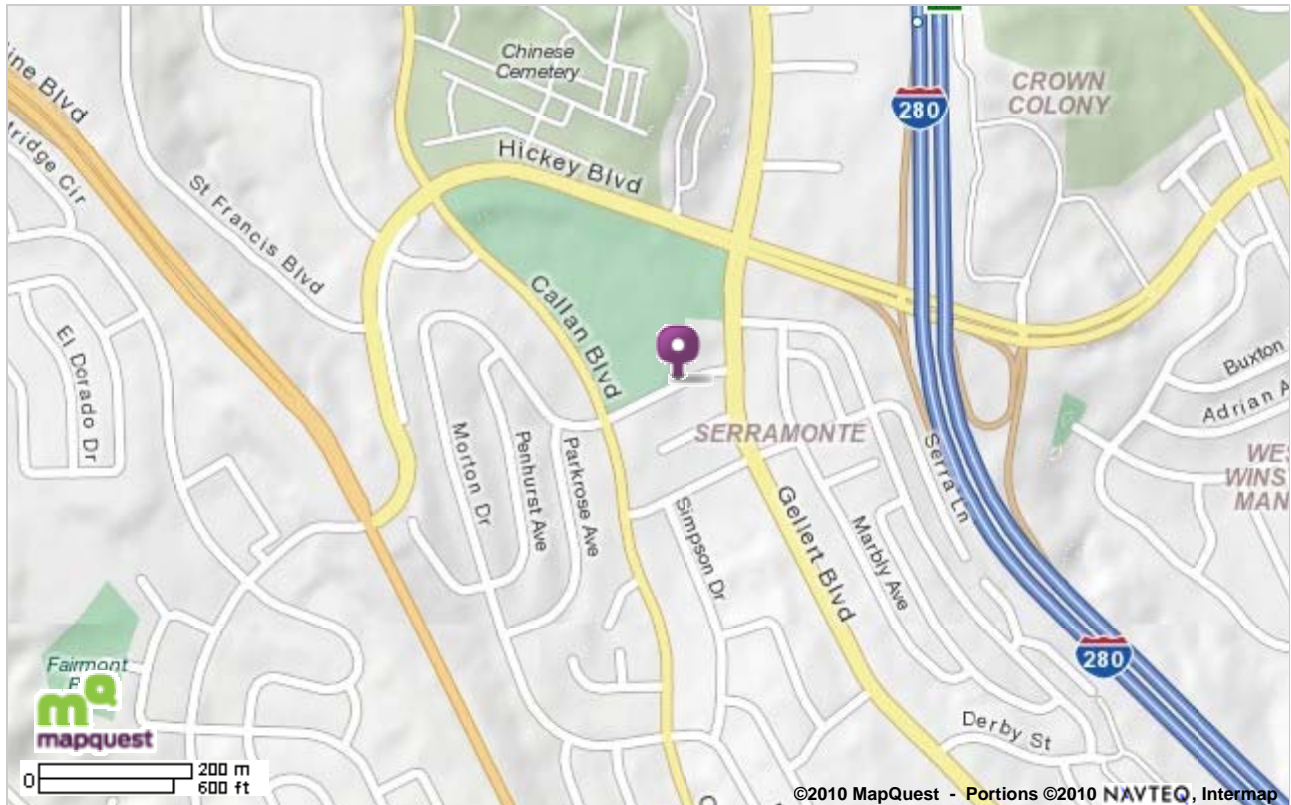
Public records that relate to any item on the agenda for a regular NPDES Technical Advisory Committee (TAC) meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the TAC. The TAC has designated Brisbane's City Hall, located at 50 Park Place, Brisbane, for purpose of making those public records available for inspection. The documents are also available on the C/CAG Internet Web site, at the link for agendas for upcoming meetings. The website is located at: <http://www.ccag.ca.gov>

**Map of:**

40 Wembley Dr  
Daly City, CA 94015-4314

**Notes**

Map of Serramonte Library Meeting  
Location



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### **NPDES TAC and Subcommittee Meeting Locations:**

- New Development – 1:30 to 3:30 pm, first Tuesday of every other month: next event will be December 7 at Redwood Shores Library's Community Room, 399 Marine Parkway, Redwood City
- Public Information/Participation – 10:00 am – noon, second Tuesday of every other month: next meeting will be on November 9 @ Foster City Community Center (Port Room) 1000 East Hillsdale Blvd, Foster City.
- Technical Advisory Committee – 10:00 am to noon, third Tuesday of most months, location varies.
- Municipal Maintenance – Noon to 1:00 pm (\$10:00 lunch), fourth Wednesday quarterly: next meeting will be on January 26 @ in Atherton.
- Parks Maintenance and Integrated Pest Management Work Group – 1:30 to 3:00 pm, fourth Tuesday approximately quarterly at San Mateo City Hall, 330 West 20<sup>th</sup> Avenue. Next meeting will be determined.
- Trash Work Group – 10:00 to noon, usually fourth Wednesday at frequency to be determined at the Belmont Sports Complex, 550 Island Parkway, Belmont. Next meeting will be on December 15 at 10:00 am – one week earlier than usual.
- Commercial/Industrial/Illicit Discharge Control – 1:00 to 2:30 pm, usually third Wednesday of every quarter: next meeting will be on Dec. 15 @ San Mateo County Environmental Health's Conference Room, 2000 Alameda de las Pulgas, San Mateo.
- Watershed and Monitoring – 10:00 am to noon, second Thursday of month, approximately every quarter: Next meeting will be held on Dec. 9 in County Environmental Health's offices at 2000 Alameda de las Pulgas, San Mateo.

Yellow highlight denotes recent change.

**DRAFT**  
**CII Subcommittee Meeting Summary**

**Meeting Date:** September 15, 2010

**Subcommittee Action:**

- Agreed that the June subcommittee meeting summary was acceptable.
- Agreed that a work group will meet with Dermot Casey to discuss how County Environmental Health could better help the municipalities it has contracts with to comply with the MRP business inspection requirements.
- Agreed that more educational outreach needs to be conducted with staff from water utilities. Matt Fabry will try to meet with one of BAWCSA's subcommittees to explain the MRP's requirements for water purveyors.

**Requested Technical Advisory Committee Action or Feedback/Guidance (if any):** None.

**Other Information/Announcements:**

- **Annual Report.** Various views about the annual reporting were expressed.

Business Inspections

For cities that have contracts with County Environmental Health (CEH), the following items are confusing/unclear:

- Which businesses are being inspected for stormwater and which are being inspected for other purposes?
- What is the frequency of restaurant inspections?
- Where does CEH obtain its list of businesses?

Issues that CEH needs to work on include:

- Identify businesses that should be inspected by CEH, but are not in CEH's database.
- Clarify with cities how businesses that should be inspected, but are not typically inspected by CEH, may be inspected either by CEH or city staff.
- CEH inspectors need to complete all of the MRP-required data. For example, it is impossible to determine whether violations were corrected within 10 days or not. Some of the completed inspection forms are illegible. It would be useful if CEH provided a summary of all of the MRP-required data to the cities; this would necessitate a revision to the current summary sheet.
- It needs to be clearer what CEH does and does not do, and this information might be useful to include in an information sheet for the cities with contracts with CEH.

It was agreed to have a discussion with County Environmental Health, and the following people will try to participate in this discussion: Virginia Parks, Bozhena Palatnik, Matt Fabry, and Fred Jarvis.

- **Collection System Screening.** Most of the people present stated that their maintenance staff is responsible for screening the storm drain collection system for illicit discharges, and this is a topic that should be discussed at the Maintenance Subcommittee meeting in October.

- **Water Purveyor Planned and Unplanned Discharges.** Ward Donnelly has developed forms for the utility staff to complete, and he agreed to share these forms with the subcommittee's members. Not all of the cities that are water purveyors are aware of the requirements, and some have different views about what the requirements mean. One view expressed was that the MRP is vague about the size of releases that should be monitored. The SCVURPPP is planning training for water utility staff in February or March, but this may be too late. Matt volunteered to attend a Bay Area Water Supply & Conservation Agency (BAWSCA) meeting to explain the requirements. It was suggested that the SFPUC water supervisors' meeting would be a good meeting to attend to explain the MRP requirements.
- **Annual Reporting Forms.** Norm Domingo mentioned that CWEA is looking for speakers for the P3S conference to be held between February 28 and March 1 at the Hyatt in Santa Clara.
- **Proposed BASMAA Municipal Operations Mobile Cleaner Project.** Reviewed the project profile for expanding the surface cleaner recognition program to also include automotive washing and carpet cleaning. Suggestions from the subcommittee included a request to develop a simple visual card ("say no to the storm drain") similar to the illicit discharge prevention cards BASMAA developed previously. The cards would be useful for inspectors to hand out to businesses that may not participate in a recognition program. Also, the cards would not have to be translated. It was suggested that the cities should be required to use the recognized businesses. Support was expressed for building on the existing recognition program. One person pointed out that they do not see many problems from mobile businesses. Sometimes painters preparing a house cause an illicit discharge. There is a lack of BMP materials for retail gasoline outlets.
- **DO Meter Calibration.** Norm Domingo noted that South Bayside System Authority (SBSA) staff is available to help local agency staff within their jurisdiction with calibrating their DO meters.

**Subcommittee Work That Affects Other Subcommittees:** None

**Next Steps:** Arrange meeting with Dermot Casey to work on MRP business inspection compliance improvements and arrange meeting with BAWSCA to explain potable and non-potable water monitoring, recordkeeping, and reporting requirements for water purveyors.

**Next Meeting Date:** Subcommittee will meet next on Weds. December 15, 2010 at 1:00 pm.



**\*DRAFT\***

**Public Information and Participation Subcommittee Meeting Summary**  
Foster City Community Center

**Meeting Date:** September 21, 2010

**Subcommittee Action:** N/A

**Requested Technical Advisory Committee Action or Feedback/Guidance (if any):** None.

**Other information/Announcements:**

- **Sarah's Upcoming Leave.** Sarah will be out on maternity leave starting December 13, 2010 and will be out for 6 months, returning in the beginning of June 2011. Environmental Health will be hiring a full-time position to take over completing the work plan projects for stormwater. The new person will have a 2-3 week training period with Sarah. Matt requested that any budget decisions related to fee adjustments for the Program discussed at the BASMAA Regional PIP meeting, be communicated to him in Sarah's absence. Sarah will make this clear to the new hire.
- **Community Action Grant.** This yearly grant offered by SMCWPPP's PIP subcommittee awards \$15,000 worth of grant funds to groups working on water related projects with an outreach component. Last year 12 organizations applied. We are able to award 5 organizations at \$3,000 each. Environmental Health notifies groups and schools and does the advertising for the grant. A volunteer from PIP is required to be the Lead. Elizabeth Claycomb from the City of Pacifica has volunteered to be the Lead for the 2<sup>nd</sup> year. Her duties include receiving applications, answering questions from groups, and receiving the final project reports. Volunteers from PIP are needed to help Elizabeth assess the applications and choose the projects to be funded. Shelly Ryder from the City of Millbrae and Rachelle Ungaretti from the Town of Hillsborough will help Elizabeth. The application will be finalized and posted online by October 4<sup>th</sup>. Applications will be due November 19, 2010. Notification postcards were handed out to all PIP members to display in city offices, after October 1<sup>st</sup>.
- **School Outreach Update.** Banana Slug String Band has booked 16 schools in 10 cities. There are still 11 cities and towns that need to have an assembly booked. The Band has emailed all public school Principals. Environmental Health faxed a flyer to all public schools, and researched all private elementary schools in the remaining 11 cities and towns, sending a fax to these private schools. Sarah has been working with the County Used Oil Recycling Program to develop a new High School presentation for new drivers titled, "Water Pollution Prevention and Your Car". A Consultant will be hired to present to 10<sup>th</sup>-12<sup>th</sup> grade student's taking Drivers Education classes or Environmental Science classes. Funding for the class will be split between SMCWPPP and the County Used Oil Recycling Program. An RFP is being developed and will be advertised and sent out to potential Contractors in mid-October, with the goal of hiring a Contractor by January 2011, to present during the spring semester. Suggestion was brought up to require follow-up curriculum to the teachers.
- **Coastal Cleanup Day.** The new website has decreased the amount of calls and emails we normally get. A lot of people are now familiar with the sites and know where to go. Whole Foods is sponsoring Coyote Point Park in San Mateo and Bedwell Bayfront Park in Menlo Park. This past weekend Millbrae and Pacifica had their cleanup. Shelly

Ryder said that Millbrae had over 100 people, many from local schools and youth groups. Millbrae continued the theme, “Take it to the Streets” and covered a lot of area. Along with the usual recycling, they also recycled a ½ yard of paper. Total 3 yards of debris. In Pacifica, Elizabeth Claycomb reported that the Pacifica Beach Coalition would be getting the results to Ana Clayton by Thursday. There were 31 cleanup sites in Pacifica with a celebration afterwards. A cleanup is also scheduled this weekend at the Fog Fest booth.

- **Regional Ad Campaign.** Since May, the BASMAA PIP group met August 25 (did not meet in June or July), and will meet again tomorrow, September 22. Sarah attended the August 25 meeting. Steven Groner & Associates (SG&A) were hired to complete a strategic plan, and have developed successful anti-litter campaigns for the County of Los Angeles. At this meeting Steven and Erica from SG&A lead the group in a brainstorming activity on internal strengths & weaknesses, and external opportunities and threats within the BASMAA PIP group. Also what has worked well in the past and not so well were discussed. A presentation by the City of San Jose was also done on their recently completed Strategic Communications Plan for 2010-2014. A copy of the plan was emailed out and could be used for planning the regional advertising effort. For media relations, six pitches are planned this year on a regional level; the first two may be on “winterizing” before the first rain, and pet waste. It was requested that any press releases should also be emailed out to all the PIP representatives. It was also requested that any advertising campaign that suggests options for additional local efforts come with a guidance template on how to implement.
- **Car Wash Business Partnership.** Sarah completed 7 Site visits in July to commercial car wash business in the northern part of the County. She researched car washes before the site visit and found 35 businesses listed in San Mateo County; 24 of those were hand wash and the rest were coin-operated DIY. She also researched which businesses offer online discounts currently, and which have a fundraising program. The purpose of the visit was to let the owner and manager know our outreach goals, to see if they would partner with SMCWPPP to be listed on a Car Wash Discount Card, to see if they would display tip cards at their business, and to see if it would be possible to have an outreach event at their business. As a result of these site visits, four businesses agreed to be listed on a discount card: Westlake Touchless in Daly City, Foster City Touchless in Foster City, Tanforan Shell in San Bruno, and South City Car Wash in South San Francisco. Sarah will continue to do more site visits in October – November. Discussion regarding media advertising. With \$5,000 in budget, three options were discussed: newspaper, billboards, and outside bus ads. Running bus ads for a month was the most popular among PIP members for the funds available.
- **Mercury Recycling Efforts.** Mary Bell Austin with the County Universal Waste Program presented on ways that cities and towns can partner with the program to fulfill C.11.a Mercury Collection and Recycling by helping to promote or recruit retail stores that take back fluorescent bulbs and tubes. Contact Mary Bell for more information on partnering possibilities: [maustin@co.sanmateo.ca.us](mailto:maustin@co.sanmateo.ca.us)

**Subcommittee Work That Affects Other Subcommittees:** N/A

**Next Steps:** The Community Action Grant application will be finalized; send comments and edits to Sarah Schrader by September 30. The grant application will be posted online by October 4<sup>th</sup> and notification postcards will be sent out that same day. Sarah Schrader will send out a press release about the Community Action Grant mid-October. An RFP for new High School outreach presentation will be finalized by mid-October. Sarah Schrader will continue to conduct site visits at car wash businesses and plan for a discount card and bus advertisement’s scheduled for spring 2011. Coastal Cleanup Day is this Saturday, Sept 25.

**Next Meeting Date:** November 9, 2010

**DRAFT SUMMARY**  
**Municipal Maintenance Subcommittee Meeting – Belmont Sports Complex**

**Meeting Date:** October 27, 2010

**Subcommittee Actions:**

1. Selected Bill Butler from Atherton to serve as subcommittee chair for 2011.
2. Agreed that the summary of the August subcommittee meeting was acceptable.
3. Agreed to make a couple of small modifications to the existing Stormwater Pump Station Dry Season DO Monitoring & Inspection Form so it can also be used to document the wet season pump station inspections.

**Requested Technical Advisory Committee Action or Feedback/Guidance (if any):** None.

**Other Information/Announcements:**

- **Update on September TAC Meeting.** Matt noted that the main item purpose for the September TAC meeting was to approve the submittal of the Countywide Program portion and the BASMAA portion of the annual report. All of the agencies annual report submittals are now posted on the Water Board's website. At the TAC meeting Measure M on the ballot was explained. This measure would allow a \$10 per year vehicle license fee for the purposes of congestion management and stormwater. Also, the TAC discussed an article in the Estuary News about the pollutant removal capabilities of the Daly City rain garden that is located in front of the Serramonte Library near the Gellert Clubhouse. The San Francisco Estuary Institute (SFEI) conducted stormwater monitoring prior to and following the installation of the rain garden and determined the amounts of pollutants being removed from stormwater. SFEI would like to do more monitoring, but none is scheduled for this winter.
- **Corporation Yard Inspections.** The municipal regional stormwater permit (MRP) requires that at a minimum, an inspection of the corporation yard shall occur before the start of the rainy season and the results of the inspections and any follow up activities shall be included in the annual report. An inspection form to help people document their inspections was distributed earlier this month. People can use other forms and methods of documenting their inspections and MRP compliance.
- **Upcoming Storm Drain Pump Station Wet Season Inspection Requirements.** Twelve agencies operate a total of 61 stormwater pump stations. The MRP's stormwater pump station requirements were reviewed. DO testing is only required twice per year during the dry season. The existing DO monitoring form will be modified slightly for use in meeting the wet season inspection requirements. One of the modifications would be to add a space to meet the MRP's requirement for quantity estimates of trash found during pump station inspections.
- **MRP's Requirements for Water Utility.** Eleven municipalities are water purveyors and, as such, are required by the MRP to comply with specific monitoring and reporting requirements for planned and unplanned discharges of potable water. Information about these requirements was discussed at the Commercial, Industrial, and Illicit Discharge Control Subcommittee, and it was suggested that the requirements also be discussed with Maintenance Subcommittee. Some cities may have about one thousand reportable planned discharges annually from automatic flushing units, fire department hydrant flushings, and from flushing prior to collecting samples. It was noted that California Water Service Company and other private water purveyors are holding discussions with the Water Board staff about entering into an MOU with the cities for meeting



potable water monitoring requirements  
similar to the MRP's. Distributed a copy of a

form developed by the City of Daly City to record the required monitoring and potable water discharge information.

- **Subcommittee Chair.** Bill Butler from Atherton volunteered to serve as chair in 2011. The next meeting will be held in Atherton. Murray was thanked for serving as chair in 2010.

**Subcommittee Work That Affects Other Subcommittees:** None.

**Next Steps:** Modify slightly the Stormwater Pump Station Dry Season DO Monitoring & Inspection Form so it can be used also as the wet season inspection form.

**Next Meeting Date:** The next meeting will be held on January 26, 2011 in Atherton.

**DRAFT**  
**Parks Maintenance & IPM Work Group Meeting Summary**  
City of San Mateo City Hall

**Meeting Date:** October 26, 2010

**Work Group Action:** Agreed to location of annual training workshop and many of the topics.

**Requested Technical Advisory Committee Action or Feedback/Guidance (if any):** None.

**Other Information/Announcements:**

- **Department of Pesticide Regulation Grant.** Information was discussed about the Department of Pesticide Regulation's awarding of a \$200,000 grant to San Jose for a pesticide-free park and demonstration gardens. The grant funds will be used to develop a weed prevention test area, squirrel control program, and two demonstration gardens for hosting workshops and training.
- **Annual Reporting for Provision C.9 Pesticides Toxicity Control.** Fred distributed a summary of the Provision C.9 information reported by the municipalities as part of the annual report. Almost all of cities report having an IPM policy, and a number of the policies were adopted as city council resolutions. None of the cities report having an IPM ordinance. Sixteen of the agencies report using contractors to provide pest control services. Contractors have various certifications for IPM including Ecowise, Green Shield, GreenPro, and Department of Pesticide Regulation's IPM Innovator certificate. Most cities do not report using the pesticides listed in the MRP as threatening water quality. Because this was not a specific question on the MRP form the information is incomplete. In some cases it is unclear whether municipalities are including in their use of water quality threatening pesticides those applied by their contractors. Most of the pesticides that are being used are pre-emergents and herbicides. Everyone agreed that this is their predominant pesticide use.
- **MRP Requirement to Interface with County Agricultural Commissioner Staff.** Distributed a copy of the information from the Countywide Program's members only portion of the website about this work group and the Municipal Maintenance Subcommittee. Since the last meeting information was added to the website for municipalities about reporting to the County Agriculture/Weights & Measures staff any occurrence of suspected improper pesticide usage or disposal that may affect water quality. Jeremy was involved in getting this contact information posted.
- **Draft General Permits for Terrestrial Use of Pesticides That Affect Water Quality.** Information about the proposed new vector control permit and a similar permit for California Department of Food and Agriculture and US Department of Forestry was reviewed. One of the concerns expressed by the vector control agencies is the amount monitoring that the draft permit would require.
- **IPM Training.** Ideas and topics for the training were discussed. The following agreements or suggestions were made:
  1. There was strong support for again hearing from the gopher guy who presented two years ago. Gopher control is an important issue.
  2. There was agreement that Jeremy Eide should again present information about laws and regulations. There is no new information to present, but the topic is important enough to merit repetition.



**SAN MATEO COUNTYWIDE**  
**Water Pollution Prevention Program**  
Clean Water. Healthy Community.

3. Have a speaker talk about recycled water and where in a park it may or may not be legally used. Valerie will ask whether Courtney from Redwood City would be willing to discuss how one manages the use of treated wastewater for irrigation. The possible damage to valves and mechanical working irrigation parts would not be discussed.
4. There was agreement that John Beall should discuss invasive weed control. Valerie would be interested in what is an appropriate schedule for mowing to control yellow star thistle. Beall should also describe how the Department of Agriculture/Weights and Measures can assist people with weed identification either in house or by obtaining assistance from staff in Sacramento.
5. Interest was expressed in a talk about controlling bees and wasps. It was suggested that the Mosquito Abatement District may be able to discuss both bee/wasp control and mosquito control.

Everyone liked the Mission Blue Facility for holding the training. One suggestion was to make sure that the windows are covered to provide a dim enough light to have good slide visibility.

**Subcommittee Work That Affects Other Subcommittees:** Some municipal maintenance staff would be interested in attending the IPM workshop.

**Next Steps:** Reserve workshop date at the Mission Blue facility, obtain commitment from workshop speakers, and have Jeremy obtain Department of Pesticide Regulations continuing education units.

**Next Meeting Date:** The workshop will be scheduled for February followed by an April work group meeting.